

## Public Safety Dispatcher II Selection Process

### Minimum Requirements

For entry to the examination, you must possess:

#### Either I

- Six months of experience in the California state service performing the duties of a Public Safety Dispatcher I, CHP.

#### Or II

- One year of experience in dispatching work involving the operation of radio communications equipment; or as an operator of a telephone switchboard or console.

#### Or III

- Two years of experience involving a substantial amount of telephone contact or three years of direct contact with the public or other employees. Such experience must involve the responsibility to perform numerous tasks simultaneously or progressively responsible experience in a field requiring decision-making ability and the exercise of judgment. Thirty semester or 45 quarter units of college-level courses may be substituted for one year of the required experience.

#### Or IV

- Successful completion of 60 semester or 90 quarter units of college-level courses. (Persons who will complete the required units during the current semester/quarter will be admitted to the examination but they must produce evidence of successful completion of the units before they may be considered eligible for appointment.)

#### Or V

- Successful completion of the Commission on Peace Officers Standards and Training (POST) Certified Public Safety Dispatcher Basic Course and six months of experience involving a substantial amount of direct and/or telephone public contact. **(NOTE: You must attach a copy of your POST certificate to your application.)**

**Special Requirement:** Type at a speed of not less than 40 words per minute. **(NOTE:** This classification requires a net typing speed of 40 words per minute. If you are successful in the written test, you will be required to present an official typing certificate that meets or exceeds the standard prior to being considered for hire from the employment list. Failure to present such documentation will result in removal from the employment list until such time as you are able to provide acceptable certification. Additionally, possession of a typing certificate does not preclude being tested on site to verify your typing speed and accuracy.)

**Special Personal Characteristics:** Consistently reports to work on time with a minimum of absences. Willingness to work nights, weekends, holidays, and at unusual hours is required. Has emotional stability and even temperament. Willingness and initiative to take independent action.

**Special Physical Characteristic:** Normal hearing.

**Drug Testing Requirement:** Applicants for positions in this classification are required to pass a drug screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a classification for which drug testing is a requirement.